

MINUTES HOWICK BRIDGE CLUB COMMITTEE MEETING
Tuesday 11th February 2020

PRESENT: P Williams (Chairperson), J Heath, A Ridenton, C Winsor, L Clarkson, S Osborne, M Wood, S McKinnon, W Oakley, L Sim

APOLOGIES: R Andrew

MINUTES OF COMMITTEE MEETING 10th December 2019

Moved and seconded that the minutes be accepted

Pat/Sue carried

MATTERS ARISING FROM THE MINUTES:

Nil

CORRESPONDENCE:

Inward: Bill and Margaret Taylor requesting changes to invoice system.

Request from Nola Dougall to amend telephone number.

Tony Morcom details of tournament programme.

Outward: Apology to Nola and number corrected

Companies Office Financial Statement sent.

Taylor's letter discussed. Jean will reply to the Taylors. Jean confirmed that receipts are issued on request. We will email invoice to all members on EClub; as well copies of our invoice will be available to be uplifted from the Bridge Club prior to December meeting.

Moved that inward/outward mail be accepted

Anne/Sue Osborne Carried

MEMBERSHIP: 191 (includes 22 unpaid members)

FINANCIAL REPORT:

- The reports were emailed 4th February 2020. Jean to check an incorrect date shown and will email the amended Cash flow report with the correct date.
- Fred Dubber former President and long standing member has resigned. A letter of appreciation was discussed.
- Joni Burgess to be noted on record that she is a member of the Finance Committee.
- Lease Renewal. Jean has forwarded all relevant information to Alistair Rowe to assist him with processing the application to the ACC for the renewal due 2020.
- Receipt book available in the office for anyone requesting a receipt.
- Common Seal. It is no longer necessary to have a common seal therefore a remit will need to be prepared and presented at the AGM to change the Constitution repealing the Clause 17.
- At present time if the seal is used it can only be done after a resolution is passed at an executive meeting. Also the use of the seal is supposed to be documented. Fortunately the last time it was used was 10 years ago.
- Anne to diary and include before AGM.

Moved that the financial report be accepted.

Jean/Pat - carried

CLUB EVENTS /TOURNAMENTS:

Sue Osborne advised :

- Sunday Bridge commences 1st March 2020.
- Mary to arrange catering for afternoon tea
- Peter promoting on website and sending to other clubs.
- Tournament 5A 7th March 2020 notices have been posted. 3 sessions depends on number of entries.
- Julie and Anne to arrange catering and Anne to assist.
- Lenice will check Narina's availability for lunchtime, afternoon tea and cleanup.
- All committee members to help clean and make sure club rooms left ready for Monday session.
- Pat requested that at the start of all tournaments the fire exits are pointed out to players.

Cheryl advised:

- BBI School - It has been decided not to continue with the lessons in the lunch break.
- Cheryl advised the issue has been discussed with BBI staff.
- Further discussion with committee re options and best way forward re teaching Bridge to Intermediate children.
- Cheryl will suggest to BBI that lessons will be available one afternoon per week, at school, 3.15 to 4.15pm. Proposed cost \$25 for 10 weeks. Should a lesson be missed the student can play on a Tuesday evening at the club.
- Cheryl will prepare a flyer and should get some idea of the interest in proceeding with this proposal.
- Cheryl will also discuss how the money collected will be distributed.
- Interclub: Cheryl will take over the management of the interclub teams as Susan is not available for a large portion of the 2020 year. At present there are 3 junior teams and she will canvass for an intermediate and open team as well.
- **Tuesday evening session:** Pat and Cheryl had a meeting with Neil and it has been decided to restart the buddy system for at least a period of 4 weeks for new players who don't have any 'formal' partnership arrangement. New members with a partner should be encouraged to continue to develop a playing relationship with that partner. Neil also asked Pat to speak to Tuesday night players re Bridge etiquette and that they can ask for bidding help from Neil and standby person if and when required (Neil will let Pat know when he wants her to do this)
Committee /Neil to prepare a roster for a standby person
- Lessons: Cheryl is following up lesson enquiries and a flyer has been prepared for letterbox drop; members have been asked to promote the lessons as well.

REPAIRS AND MAINTENANCE:

- Pat reported on progress re repairs to Rheem heated water system by bar area. It has been a lengthy process, with initial repair being carried out and then the system showed there was another error and we are now waiting for the parts. Dean (doing the repairs) advised the machine should not be turned off and the breakdown is a direct result of the power being turned off after each sessions. Committee discussed his advice about turning the power off but the majority of committee agreed to continue to turn power off when exiting building. Pat will look at cost of having this Rheem water heater connected to electric plug that doesn't turn off, like the water heater and fridge in the kitchen

- Directors to ensure the windows are shut at the end of each sessions. They have been left open after some sessions which must compromise our insurance if anything was to happen.
- Photography tenant: Following their request and our permission to paint a small section of the ceiling in front of their screen, they then requested that they paint the strip from wall to wall. Request discussed and denied, however they can paint the small section as requested in their initial enquiry. Pat will again email confirmation of their initial request and that they must confirm agreement, in writing, with our conditions before commencing.

HEALTH AND SAFETY:

Sue McKinnon reported

- There are no hazards to report.
- A notice stating there is a defibrillator in the main room has been posted on the wall in the downstairs room.
- Sue McKinnon reminded us that we should all be mindful re hygiene during this current coronavirus crisis.

RENTALS:

Lenice reported the scrabble club will be not using our committee room in future.

Sureta has indicated she may want to rent another time as well as the current time she has.

SPONSORSHIP:

Brian Craig reported

- New World – we are waiting on confirmation
- Bruce McLaren – we are also waiting on confirmation

FUNDING:

Bran Craig reported

We have no current applications in progress.

Although Lion Foundation granted \$1000 for security door we had to refund part of this grant money because we had already paid a deposit to secure the door order before the grant application. This door was an unexpected cost but essential to be able to complete the Fire Safety update.

BUILDING WARRANT OF FITNESS:

Pat reported that Richard has received notification from the ACC that the fire -code work has been inspected and our status has changed to processing for Certificate of Code Compliance. That will be followed by more inspections before a Building Warrant of Fitness will be issued.

SUGGESTION BOX:

After members enjoying the tea break at the Monday evening session it has been suggested to committee that players would enjoy a short tea break on a regular basis.

Committee discussed and Pat will email confirmation to Neil to do so, please.

GENERAL BUSINESS:

- Pat confirmed committee responsibilities and will forward to all members.
- Leo queried current ruling re Restriction at Monday evening session in an effort to understand the decision. Leo was happy with Cheryl's explanation and the reasoning

behind the committee decision. The current ruling for Monday evening bridge sessions is as outlined in the minutes 10th December 2019 under Club Events and Tournaments.

- March meeting to be held at Botany McDonalds and room to be booked by Anne.
- Wayne volunteered to Chair the meeting in Pat's absence.
- Key List – Anne to check and bring up to date. Leo handed a key by Lenice.

Meeting closed 9.30pm

Next meeting 10th March 2020

Pat Williams
President